**Class B.COM III Semester-V**

**Subject : Material Mangement**

**Date Topics**

|  |  |
| --- | --- |
| July 18 to 31st 2018  | Materials Management: Concept, role and objectives; Systems approach to materials management; Organization of materials function |
| August 2018Week IWeek IIWeek IIIWeek IV |  Materials planning Purchasing –concept, principles and objectives; Purchasing cycle; Purchasing policy and proceduresMaterials Research and intelligence; Quality assurance in purchasing; Standardization and Materials Management |
| September 2018Week IWeek IIWeek IIIWeek IV | Value Analysis; Incoming material quality control; Financial aspects and committee reports in materials management. Inventory Management and control systems; Spare parts management warehousing management; Materials Accounting,  |
| October 2018Week IweekIIweek IIIWeek IVNovember 2018Week I | Inventory Valuation, physical verification and Materials auditDisposal of obsolete and scrap items; Transportation and insurance for risk management Legal and ethical aspects of buying Revision of the syllabus and test |